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ROUTING AND TRANSMITTAL SLIP		Date																		
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TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date																		
1. DDL	<i>[Signature]</i>																			
2. DL	<i>[Signature]</i>	3/10																		
3. C/PTS/OL																				
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<table border="1"> <thead> <tr> <th>Action</th> <th>File</th> <th>Note and Return</th> </tr> </thead> <tbody> <tr> <td>Approval</td> <td>For Clearance</td> <td>Per Conversation</td> </tr> <tr> <td>As Requested</td> <td>For Correction</td> <td>Prepare Reply</td> </tr> <tr> <td>Circulate</td> <td>For Your Information</td> <td>See Me</td> </tr> <tr> <td>Comment</td> <td>Investigate</td> <td>Signature</td> </tr> <tr> <td>Coordination</td> <td>Justify</td> <td></td> </tr> </tbody> </table>			Action	File	Note and Return	Approval	For Clearance	Per Conversation	As Requested	For Correction	Prepare Reply	Circulate	For Your Information	See Me	Comment	Investigate	Signature	Coordination	Justify	
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Coordination	Justify																			
REMARKS																				
C/PTS - 741-cc <i>[Signature]</i>																				

DO NOT use this form as a RECORD of approvals, concurrences, disposes, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

5041-102

\* U.S.G.P.O.: 1983-421-529/320

OPTIONAL FORM 41 (Rev. 7-76)  
Prescribed by GSA  
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This should be reported in the  
"DAA taskings" section of the IMSS  
entry when we get the response.

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Suggestions for a Special Award

FROM

C/IMSS/OL

EXTENSION

NO.

DATE

14 October 1986

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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ROUTING AND RECORD SHEET					
SUBJECT: (Optional)					
FROM: William F. Donnelly Deputy Director for Administration 7D24 Headquarters		EXTENSION	NO DDA 86-1671	STAT	
			DATE 2 October 1986		
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)	
	RECEIVED	FORWARDED			
1. D/Communications <input type="text"/>				STAT	
2. D/Finance 616 Key Building					
3. D/Information Services 1206 Ames Building					
4. D/Information Technology 2D0105 Headquarters					
5. D/Logistics <input type="text"/>					STAT
6. D/Medical Services 1D4040 Headquarters					STAT
7. D/Personnel <input type="text"/>					
8. D/Security <input type="text"/>					
9. D/Training and Education 936 Chamber of Commerce					STAT
10.					
11.					
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DDA 86-1671

2 OCT 1986

NOTE TO:           Director of Communications  
                  Director of Finance  
                  Director of Information Services  
                  Director of Information Technology  
                  Director of Logistics  
                  Director of Medical Services  
                  Director of Personnel  
                  Director of Security  
                  Director of Training and Education

FROM:             William F. Donnelly  
                  Deputy Director for Administration

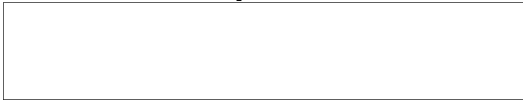
SUBJECT:           Suggestions for a Special Award

REFERENCE:         Memo for D/OP, via Multiple Addresses, from DDS&T,  
                  dated 15 August, Subject: New Award Proposal

1. Yesterday at our staff meeting I mentioned the possibility of a DDA-sponsored special award similar in concept to the attached DDS&T proposal. I'd like your thoughts on this idea.

2. What I had in mind was a career discipline award (or awards) for which DA personnel would be strong contenders, but one which was also broad enough to permit Agency-wide submissions. Perhaps a computer scientist or a contracting officer--but I'll leave the suggesting to you.

3. Please send me your thoughts in the next few weeks. If it seems like a good idea based on your comments then we'll go with it.

  
William F. Donnelly

Attachment:  
As Stated

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ORIG:EXA/DDA  (1 October 1986)

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DDS&T-628-86

10 4-4 1986

MEMORANDUM FOR: Director of Personnel

VIA: Executive Director  
Deputy Director for Operations  
Deputy Director for Intelligence  
Deputy Director for Administration

FROM: R. E. Hineman  
Deputy Director for Science and Technology

SUBJECT: New Award Proposal

1. PROPOSAL: The Directorate for Science and Technology, in concert with the other directorates, proposes that two new Agency awards be established: one for the Engineer of the Year and the other for Scientist of the Year.

2. BACKGROUND: The production of finished intelligence is best described as a team endeavor requiring the contribution and continuing support of a variety of actors including collectors, processors, analysts, and general support personnel. While discouraging participation of any contributor can reduce the value of the product, we continue to inhibit development of a team psychology and encourage a parochial "them or us" attitude. Exemplary efforts have been made by management to turn this trend around. Programs such as the Exceptional Analyst Award foster a better understanding of the vital contribution made by the individual Agency officers and their components. However, there are large segments of our organization whose contributions and efforts are misunderstood and unheralded. One such segment, which is represented in each of the directorates, are scientists and engineers. The efforts of these people and the nature of the benefits the Agency derives from them need to be more widely recognized and understood. Fostering this recognition and understanding is the purpose of these proposed awards.

3. AWARD STRUCTURE: The differentiation of scientists and engineers will be the responsibility of the Career Service Board of each directorate. Each Career Service Board will select two candidates for each award. The

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SUBJECT: New Award Proposal

candidate's names will be forwarded [redacted]

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[redacted] per provisions in the Headquarters regulations. The lists of candidates will then be evaluated and ranked by a special board selected by the Executive Director and composed of officers from each of the directorates. The winning candidate in each category will receive a plaque and \$5,000 in a special award ceremony. The winning officer or the highest ranked [redacted] candidate [redacted] will subsequently be the Agency candidate for appropriate inter-agency awards, such as the Federal Engineer of the Year Award sponsored by the Society of Professional Engineers or the Women in Science and Engineering Award.

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4. ELIGIBILITY: Any Agency staff employee with three years' Agency experience who is engaged in the practice of an engineering or scientific discipline, either as a technical officer or manager, is eligible.

5. AWARD CRITERIA: The primary criteria for this award will be the individual's achievements related to the furtherance of the Agency's mission and their level of performance over the past three years. Other minor criteria will be their civil and humanitarian activities, non-Agency professional and technical activities, and educational achievements.

6. SCHEDULE: The following schedule will apply to processing of the awards:

- June: Request for nominees provided to all employees.
- July: Each office Career Service Board nominates two candidates to their individual directorates.
- August: Directorate Career Service Board selects two candidates for each award.
- September: Directorate candidates are submitted to the Agency board.
- November: Final selection is forwarded to the Executive Director.
- December: Inter-Agency award nominating letters signed by the DCI.

Adoption of this schedule will phase the Agency program with the inter-agency award nomination process.

SUBJECT: New Award Proposal

7. In order to provide for the initiation of these awards during the last quarter of this fiscal year, I request that you expedite the approval of these awards in the Honor and Merit Awards Board. I will be pleased to talk with you about these awards if you have any questions.

[Redacted Signature]

R. E. Hineman

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CONCUR:

[Redacted Signature]

Deputy Director for Administration

27 Aug 86  
Date

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[Redacted Signature]

Deputy Director for Intelligence

28 Aug 86  
Date

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[Redacted Signature]

Deputy Director for Operations

30 86  
Date

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APPROVED:

[Redacted Signature]

Executive Director

9 SEP 1986  
Date

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